CALL FOR APPLICATIONS

NEW FUNDING OPPORTUNITY
Research Center for the Americas in partnership with the Latin American & Latino Studies Department

Pre-Dissertation Field Research Grants in Latin America

Open to students across all academic disciplines and graduate degree programs.

About the Funding

The Research Center for the Americas (RCA) in partnership with the Latin American and Latino Studies Department of UC Santa Cruz is pleased to announce the availability of NEW research grants made possible by the Tinker Foundation, with supportive funds from the UC Santa Cruz Foundation Board Opportunity Fund, Graduate Division, and the Office of Research. These grants are for travel and field-related expenses for brief periods (a minimum of two weeks) of pre-dissertation field research in Latin America, defined here as the Spanish- and Portuguese-speaking countries of the region, excluding Puerto Rico, Spain, Portugal, and Belize per regulation by the Tinker Foundation.

The award covers summer field research travel for graduate students in good academic standing from all departments of the university who are planning pre-dissertation fieldwork (e.g. Master's or preliminary fieldwork for dissertation) in the summer of 2020. An interdisciplinary faculty committee chaired and organized by the RCA will evaluate applications.

The RCA will endeavor to issue the largest possible number of awards to qualified applicants, up to $2500 per award. Travel can start as early as June 2020 and should be concluded by October 2020. Travel awards can either be issued in advance (funds prior to travel) or be reimbursed for authorized expenses.

Eligibility Criteria

• Be a UC Santa Cruz graduate student in good standing that has not advanced to candidacy (pre-ABD) from any department at the university.

• Be an enrolled student in both Spring and Fall quarters, 2020.

• Have language proficiency appropriate to the country or region in which the research is to be conducted.

• Propose to spend at least two weeks in the field and demonstrate clearly how the grant will contribute to your graduate studies.

• Completion of human subjects review (IRB) if your proposal involves interaction with people in the field.

Questions? Email rca@ucsc.edu

SAVE THE DATES!

Information Session
Feb. 12, 2020 at noon
Social Sciences 2, Rm 150
Come with your questions and to learn more about this new funding opportunity. Register in advance online.

Application Deadline
March 2, 2020 by 5 p.m.
Absolutely no exceptions.
You must submit your complete application (see next page) in a single PDF to the RCA’s Tinker webpage.

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APPLICATION COMPONENTS

THE FOLLOWING MATERIALS ARE REQUIRED. Application deadline: March 2, 2020, 5 p.m. Please submit your application in the order below (except for faculty letter) in a single PDF. Go to the RCA's Tinker webpage to submit your application. Incomplete applications will be disqualified.

1. Application cover page
   Complete the cover page available on the RCA website to submit with the entire application.

2. Two-page proposal (1.5 spaces, 1-inch margins, 12 pt font)
   Proposal should include your name, project title and description, the names and titles of the individuals with whom you intend to collaborate while abroad, how this award will advance your graduate studies, and proposed timetable.

3. 2-page CV or resume

4. An unofficial academic transcript

5. Budget form (use template available on the RCA's Tinker webpage)
   The primary expenses that can be covered with this award include transportation to airport, economy airfare, meal per diem, lodging, local transportation, and other related expenses, such as visas. Funds may not be used to cover UC salaries, publication or translation costs, manuscript preparation, indexing, or major equipment purchases such as computers, printers, etc.

6. Faculty Letter of Recommendation
   It is the applicant’s responsibility to ensure the faculty recommender (preferably advisor or faculty committee member) is aware of the deadline and submissions process. Applicant should inform the faculty reviewer if they’ve signed the waiver from application cover page (see cover page). Ask your faculty member to submit their letter of recommendation on letterhead with your name in the email subject (e.g., “Tinker Rec Letter for NAME OF Student”) to rca@ucsc.edu by the deadline of March 2, 2020, 5 p.m. Your application is considered incomplete without this letter.

Frequently Asked Questions (FAQs)

Please consult the RCA website for a list of FAQs, including information about research in Cuba, traveling to countries with travel warnings, and about appropriate budget expense items.

Being in Compliance with Grant Requirements

If awarded a Tinker Foundation travel grant, the RCA expects you will be in compliance with what has been approved for your award. The RCA will request complete reimbursement of the award if it does not comply with grant requirements. The RCA will request clarification for any discrepancies and the grantee should be prepared to offer an explanation within 14 days of the request.

It is important for you to communicate in writing any changes in advance with regards to your status as a graduate student, change in your project design, travel dates, destination, air travel, or any other factor relating to this grant to the Research Center for the Americas (rca@ucsc.edu). If changes are allowable, they must be approved by the RCA.

Questions? Email rca@ucsc.edu
Grant Conditions

The Tinker Foundation has a number of conditions that must be met in order to be in compliance. If there are any questions, it is best to ask for clarification. The RCA also has several conditions for award recipients to be aligned with our other funding awards expectations. Please read this carefully before applying.

- Applicants must be UC Santa Cruz graduate students in good academic standing.

- Grants should be used primarily for travel expenses. A reminder that funds may not be used to cover UC salaries, publication or translation costs, hiring research assistants, manuscript preparation, indexing, or major equipment purchases such as computers, printers, etc. Funds also cannot cover language classes or conference travel.

- Graduate students can use Tinker awards with other research grants.

- Publications that result, fully or partially, from this grant in any way must acknowledge support from the Research Center for the Americas and the Tinker Foundation. These publications should also be sent to the RCA.

- Awardees must be willing to make a presentation on their research findings in the future if asked.

- Awardees must submit a 2-page narrative (1.5 spaces, 1-inch margins, 12 point font) and financial report within 30 days upon their return. The narrative should include a description of the trip’s purpose, activities undertaken and accomplishments achieved while abroad, lessons learned and/or recommendations for others conducting similar field research. The narrative should also address the progress made with their research. The narrative will be forwarded to the faculty member who wrote your letter of recommendation and to the Tinker Foundation upon request.

- Grantees will be required to maintain contact with the RCA via email for the duration of their graduate studies in order to track how this award has advanced their careers.

- Any changes to your research plans must be approved in advance by the RCA via email at rca@ucsc.edu.

- If you decline the award, you must notify the RCA via email at rca@ucsc.edu within 7 days of being informed about the award.

Travel Fund Advances

The RCA wants to ensure you have travel funds in advance (rather than be reimbursed) if that’s your preference; therefore, it is imperative that you follow UC Santa Cruz financial compliance protocols. Failing to follow these protocols means you will not have your funds in advance and you will have to be reimbursed post-travel. You will be asked to complete the 204 Vendor Form, the Travel Advance Form, and the Post-Travel Expense Form (upon your return). You can come to the RCA during Office Hours for any questions on completing the forms. These required university forms must be completed accurately to avoid delays in releasing funds to you. You are responsible for keeping all of your itemized receipts related to your travel, which must be submitted to the RCA. Any unused portion of your award must be returned to the RCA.

Questions?
Email rca@ucsc.edu